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November 8, 2010

RFP 11-0050 Addendum 1

This Addendum provides the answers to the questions submitted to IDL in conjunction with the Request for Proposal for Contract 11-0050:

Question: As covered in section 2.0, the scope clearly includes "general preventive maintenance and services for HVAC, janitorial, landscape, snow removal, and Fire Extinguisher servicing". However, it appears that the scope does not include provision of onsite, dedicated facility engineering or building engineering personnel. Would you please confirm or clarify this?

Answer: IDL does not want a dedicated FE or BE personnel onsite. We do want one point of contact for this full service contract.

Question: Shop-roof top heating and cooling unit; do you have a manufactures name and model number, and filter quantity and sizes for this unit?

Answer: We do not have this information available. Please field-verify.

Question: Fire Cache-roof top unit; do you have a manufactures name and model number, and filter sizes for this unit?

Answer: We do not have this information available. Please field-verify.

Question: Heli-Attack Office-Temp Star forced air unit; do you have a model number, and filter quantity and sizes for this unit?

Answer: The Heli-Attack Tempstar model number is: N8MPN050B12A1. It takes one 16"x25"X1" filter.

Question: The box filters that the Staff Office HVAC system uses are very expensive. What is the quantity of them which cannot be ascertained without turning the system off?

Answer: Description: Varicel 60-65 Type DH, Efficiency 95%
Quantity – (5) 12X24X12
(6) 24X24X12

IDL would like for these specialty filters to be cleaned quarterly and replaced once per year (rather than replacing all of them every quarter). The rest of the filters will need to be replaced quarterly.

Question: What program is in place to manage the Johnson Controls?

Answer: Continuum

Question: What type of fire extinguishers do you have?

Answer: All are ABC

Question: What services do we need to bid for the HVAC system and Hot Water Heaters?

Answer: All preventative maintenance and repair for all consumables and parts less than \$500.

Question: What services do we need to bid for the landscaping sprinkler system?

Answer: Startup and blowout maintenance. Any repair above normal maintenance must be identified and indicated to the Contract Supervisor. Depending on the magnitude of the repair needed, IDL reserves the right to bid out the work needed. All parts and repair labor will be separate.

Question: How often do we need to prune bushes and trees?

Answer: IDL reserves the right to perform this work or bid it out separately.

Question: Do you want a number for de-ice in any of the parking lot areas?

Answer: IDL is good with just the snow removal of the parking lot. We do want the de-icing for the walk ways included in that portion of the bid.

Question: Can you provide an estimation of the square footage for the various areas?

Answer: Here is a rough estimation of square footage:

Fire Cache Office and Janitorial – 1,893

IDL Shop Offices and Janitorial – 906

MICA Area Office – 2,906

Staff Office – 13,150

Walk Ways – Need to field verify

Parking Lot – Need to field verify

Question: Will you allow additional visits to the site prior to the RFP response date?

Answer: Yes, you are allowed to come and field-verify any measurements. If you want to view any interior spaces, you will need to make an appointment with Andrea Ryan at 208-769-1525 for Tuesday, November 9th.

Question: Would you be able to provide some perspective on the business or technical objectives that are driving the need for a change relative to how these services are provided for the facility today?

Answer: IDL is currently contracting each item described in the scope of work individually. As an agency, we are pursuing a full service contract to create efficiencies for IDL staff in our mission to support Fire Suppression, Forest Management, and Forestry Assistance.

Question: Based on past work orders, how many times have you needed snow removed over the course of a normal year?

Answer: Unfortunately for this RFP, we have not had a normal year within the past 3 years for snow removal and cannot produce accurate data for this question, which is why we have broken off the snow removal service from the base bid and will pay for those services above the base bid cost.

Question: Please clarify what services requested in the RFP should be included in the "Full Service Total Base Proposal Cost" amount.

Answer: The base bid includes the following:

- All HVAC work described in the scope of work
- All Janitorial work described in the scope of work
- Landscape Services in the Green and Purple zones
- Fire Extinguisher Service for 150 Fire Extinguishers
- All Fire Sprinkler System work described in Scope of Work.

Question: Your RFP states that facility management will begin on December 1, 2010. Does this simply mean that the selected provider will take responsibility for providing and coordinating all of the services specified in the scope as of that date? Or is that the beginning of a transition period that will lead in to providing those services?

Answer: There will be a Notice to Proceed Meeting on November 30th at 2 p.m. and then complete services will begin on December 1st. There are no contracts at this facility at this time, so there will not be a transition period.

Question: In section 2.1, you state that routine inspections and maintenance shall be conducted during normal office hours (Monday-Friday, 8am-5pm, excluding holidays). However, do you need call center support so that building occupants can call for help after hours?

Answer: No, we do not need this service.

Question: In section 2.1, you state that routine inspections and maintenance shall be conducted during normal office hours (Monday-Friday, 8am-5pm, excluding holidays). However, do you need call center support so that building occupants can call for help after hours?

Answer: No, we do not need this service.

One addition to the RFP, please submit your proposal with a hard copy and electronically in your package with a thumb drive or a cd. Please do not submit your Schedule A electronically or include any reference to the Schedule A in your Proposal. Also, please use the Revised Schedule A to submit your costs. Finally, please see updated Snow Path Areas

Thank you for your interest in doing business with IDL.

Anthony L. Pirc
Purchasing Agent